

Maddy Lamb

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SKILLS

Computer: Microsoft Office (Word, Excel, PowerPoint); Google Apps (Drive, Docs, Slides, Sheets, etc.); Zoom/RingCentral; StageWrite; Procreate; Notability; Wix Web Design; 25Live; WordPress, Capcut, Canva

Creative Problem Solving, Program Implementation, Effective Communication, Organizational Skills

RELEVANT EXPERIENCE

Bridal Consultant

August 2022- Present

Signature Bridal Salon

Austin, Texas

- Communicate with Brides and families clearly and effectively
- Create solutions to personal needs and wants of each bride
- Accomplish the right buying environment for high value purchase

Lighting Technician Contractor

February 2022- Present

Austin Event Lighting

Austin, Texas

- Determine and Pack materials for event orders
- Create an effective light design for the space and event based off call sheet
- Carry out lighting design and stage set up to clients satisfaction

Stage Manager, *She Kills Monsters*

August 2021 - December 2021

Southwestern University

Georgetown, Texas

- Organized and conduct auditions and puppetry auditions (54 auditionees)
- Facilitated daily rehearsals
- Managed 40 team members with multiple discipline
- Anticipate and manage change effectively in a rapidly evolving process
- Prepare instruction and tracking documents for team

Sarofim Student Production Coordinator

August 2018 - December 2021

Southwestern University

Georgetown, Texas

- Created and implemented COVID protocols for student musician rehearsal spaces
- Managed 25 student employees to facilitate COVID protocol implementation
- Contract management for a 722-seat proscenium theater
- Organized and created paperwork for auditions for incoming students across 3 departments

Student Production and Operations Manager

August 2018 - December 2021

Southwestern University

Georgetown, Texas

- Managed scheduling of 15 student employees in a team
 - Communicated technical needs for upcoming events to students, staff, and faculty for events
 - Developed technical procedures for a 722-seat proscenium theater
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EDUCATION

Bachelor of Arts in Theatre with an Emphasis in Stage Management and Costume Design

December 2021

Southwestern University

Georgetown, Texas

GPA: 3.5

HONORS / ACTIVITIES

Reproductive Justice Alliance, Southwestern University (Outreach and Inclusion Officer)	2020 - 2021
Sarofim School of Fine Arts Theatre Scholarship, Southwestern University	2018 - 2021
Mask and Wig Club, Southwestern University	2018 - 2021
King Creativity Grant	2021

THEATRE SKILLS:

Technical Theatre: Dance Choreography, Fight Safety, Light Hanging, Basic Data and Cable Run, ability to be at heights, basic SDI run, 4k panasonic camera familiarity, basic live stream understanding, stitching, altering, machine sewing, basic knowledge of sound

Shows/ Contracts Selection

<i>More Blackberries, Please</i>	Stage Manager	UT PHD Dissertations 2023	Oscar Brockett Theatre
<i>Dragonfly Princess</i>	Costume Assistant	Vortex 2023	The Vortex Theatre
<i>Fire in Dreamland</i>	Costume Design	Filigree Theatre 2023	5th Street
<i>Legally Blonde</i>	Electrician	Kids Acting theatre 2023	Kids Acing theater
<i>Master Harold and the Boys</i>	Stage Manager	Austin Shakespeare 2023	KMFA
<i>Addams Family</i>	Electrician	Kids Acting Theatre 2023	Kids Acting Theater
<i>Sense and Sensibility</i>	Costume Design	Austin Shakespeare 2022	The Rollins Theare
<i>Lady from the Sea</i>	Costume Design	Filigree Theatre 2022	The Neil Cockran House
<i>Macbeth</i>	Costume Assistant	Archieve theatre 2022	Pioneer Farms
<i>Loves Labors Lost</i>	Costume Design	Austin Shakespeare 2022	The Curtain Theater
<i>War of the Worlds</i>	Stage Manager	Penfold Theater 2022	Ground Floor Theater
<i>Fusebox Festival</i>	Electrician	Fusebox Festival 2022	The Rollins Theatre
<i>The Glass Menagerie</i>	Stage Manager	Austin Community College 2022	Austin Community College